



Jill St.Clair

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Accolades

Named **Top Ten** in 2012
AIGA Jacksonville
Portfolio Review

Graduated with **Cum
Laude** honors from
Flagler College 2012

Flagler College **Dean's
List** 2008, 2009, 2010,
2011, 2012

Affiliations

AIGA Philadelphia

AIGA Jacksonville

AIGA Flagler College
student chapter

Shows and Exhibits

Manayunk Local
Artist Exhibit
Philadelphia, PA
May 2014

Jill St. Clair Exhibit
at Anchor Boutique
First Friday Art Walk
St. Augustine, FL
April 2012

Grand Opening Corner
Market Boutique
and Gallery
St. Augustine, FL
March 2012

Madres Art Show
St. Augustine, FL
December 2012

Competencies

- Proficient in Adobe Creative Suite (InDesign, Illustrator, Photoshop) and Adobe Acrobat
- Polished fine art skills useful to the world of design including: illustration with various mediums, painting including extensive work in oil, screen printing, and photography
- Experienced in pre-press procedures as well as print and production vendor coordination
- Versed in administrative applications and programs across various platforms including Microsoft Office Suite, Google applications, Mac based programs such as Pages and Keynote, and project management programs including Redmine, Basecamp, and Slack
- Trained in corporate identity design, promotional advertising design, and package design
- Adept in the use of typography and proper layout formatting
- Experienced in leading art classes of up to 60 participants as well as instructing one on one
- Possess various management skills including maintaining client relations as well as demonstrating verbal and written communications skills in a high pressure environment

Experience

Painting Instructor | Painting with a Twist | Philadelphia, PA | September 2016 - Present
Jenkintown, PA | September 2013 - January 2015

- Responsible for leading classes of up to 60 participants step by step through the completion of a 2-3 hour painting
- Practiced the ability to maintain a crowd's attention, while keeping a calm and controlled demeanor in a fast paced class with a variety of unforeseen obstacles
- Interacted with clients in a cheerful and professional manner in order to ensure a pleasant and productive class environment

Creative Project Manager | Eastern Standard | Philadelphia, PA | July 2015 - June 2016

- Managed the design team's schedule and work load on a daily and long term basis
- Coordinated with web development and marketing teams for large scale projects spanning various departments within the company
- Managed all printing and production turn around. Responsibilities include drafting print specifications and print order documents as well as sustaining lasting relationships with various print and production vendors
- Acted as liaison between clients and the design team to complete all projects in a satisfactory and timely manner
- Maintained involvement in large scale web projects. Responsibilities included scheduling, leading the client through each stage of the project, drafting development specification documents, and coordinating the design and web development departments to the completion of the project
- Reviewed all websites in a full QA process with a keen eye for detail
- Coordinated with IA/UX team to ensure web designs allowed for an optimal user experience

Graphic Designer | All Around Creative | Medford, NJ | October 2013 - July 2015

- Worked collaboratively with design team and creative leads to build effective marketing, social media, and branding campaigns for clients across various industries
- Responsible for all internal brand design including structuring creative pitch presentations, updating internal brand and collateral, and producing novelty collateral such as greeting cards, email blasts, and social media posts
- Designed for a wide range of brands and creative needs including extensive collections of print collateral, full brand creation, web design, and three dimensional design pieces such as promotional displays
- Delivered fresh, current design solutions to reach client's overall marketing and branding identity goals
- Successfully worked within a fast paced environment alongside a diverse creative team to fulfill the production of all projects

Graphic Designer | Printing Edge | Jacksonville, FL | October 2012 - September 2013

- Performed all pre-press functions to incoming files to ensure that all files were printed correctly
- Edited and updated client files to coincide with new print orders and updated information
- Designed in house design material to help market and sell the company and evolving brand

Education

Flagler College | St. Augustine, FL | April 2012
BA, Graphic Design and Fine Art | Minor: Illustration

Florence University of the Arts | Florence, Italy | January - May 2011
International Exchange, Concentration in Drawing